



# CARSTAIRS

## *Heritage Centre*

THE CARSTAIRS & DISTRICT HISTORICAL SOCIETY

P.O. Box 1067  
Carstairs, Alberta  
T0M 0N0

## Policy

Updated: October 2021

**The Carstairs Heritage Centre Pointen Art Gallery and/or the Ing Gallery is a public, not for profit art gallery located in and operated by the Carstairs Heritage Centre. Our mandate is to promote the visual arts in Central Alberta.**

### General Policy:

- Art must be suitable for all ages and audiences.
- Artists or curators will be expected to attend the opening of their exhibit and will be given the opportunity to give a presentation or demonstration of their work and techniques.
- Artwork can be listed for sale; however, the Museum will not handle transactions, but rather connect prospective buyers to the artist.
- Work must be available for display for 1-2 months.
- Work must arrive complete and ready to install. The Museum will advise and assist with installation.
- All artists must sign the Gallery Agreement Form.

### All submissions will be reviewed by our Exhibitions Committee based on the following criteria

- Availability of space based on prior agreements
- Will give priority to Artists with ties to the Carstairs and District area, Mountain View County and/or artwork that directly depicts Carstairs and District.
- Will give priority to artists who can demonstrate an ongoing dedicated production of artwork and pursuit of an artistic career.
- Will give priority to Artists who wish to incorporate digital participation as an element of their exhibit

## submission guidelines

### Submissions must include

- A brief summary of the exhibit (concept, theme, intent, media, etc.).
- Example of artist work or previously curated exhibitions - no more than 10 images.
- A clear description of special requirements and installation instructions.
- Requested gallery space (Pointen, Ing, or both).
- Requested or suggested exhibition dates.

Please submit applications to: [info@carstairsmuseum.ca](mailto:info@carstairsmuseum.ca)

The Museum will evaluate and respond to all inquiries, but only successful applicants will be contacted to arrange a meeting. **Note:** The Carstairs Heritage Centre operates below Category I on the CARFAC/CARCC schedules and does not offer fees or honorarium, see: <http://carcc.ca/feeschedules.html>